

**From:** [R6HarveyLSC](#)  
**To:** [R6HarveyInfo](#)  
**Subject:** FW: Confirmation Numbers for Guest Rooms  
**Date:** Friday, September 15, 2017 7:22:49 PM

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**From:** Christian, Doretha  
**Sent:** Friday, September 15, 2017 7:22:46 PM (UTC-06:00) Central Time (US & Canada)  
**To:** Margo Clements  
**Cc:** Bokun, Lisa; R6HarveyLSC  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Margo, sorry for this but please update the check-out dates again for the highlighted ones below. New updates just received.

Doretha A. Christian  
U.S. Environmental Protection Agency  
Superfund Division, Enforcement Assessment Section  
1445 Ross Avenue (6SF-TE)  
Dallas, Texas 75202-2733  
214.665.6734 work  
214.665.6660 fax  
[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)



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**From:** Margo Clements [mailto:Margo.Clements3@Hilton.com]  
**Sent:** Friday, September 15, 2017 5:07 PM  
**To:** Christian, Doretha <[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)>  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Hi Doretha.

I will make the reservation now for Pete Stevenson and send you the confirmation.

Working on sending list of all before I leave today. I will not be staying past 8 p.m. but if you need to call afterwards Emily will be working this evening after I leave.

I am here though until then.

Back to you shortly.

Margo

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**From:** Christian, Doretha [<mailto:christian.doretha@epa.gov>]  
**Sent:** Friday, September 15, 2017 4:48 PM  
**To:** Margo Clements  
**Subject:** FW: Confirmation Numbers for Guest Rooms

Need one more, see highlight below. I didn't receive a confirmation for that one but I did for Blake Sieminski, which I inadvertently left off but gave to you over the phone.

Doretha A. Christian  
U.S. Environmental Protection Agency  
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[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)



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**From:** Christian, Doretha  
**Sent:** Friday, September 15, 2017 3:50 PM  
**To:** 'Margo Clements' <[Margo.Clements3@Hilton.com](mailto:Margo.Clements3@Hilton.com)>  
**Cc:** Bokun, Lisa <[Bokun.Lisa@epa.gov](mailto:Bokun.Lisa@epa.gov)>; R6HarveyLSC <[R6HarveyLSC@epa.gov](mailto:R6HarveyLSC@epa.gov)>  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Margo,

Great talking to you today. Please update the following reservations.

Meaghan Bresnahn, Robert Houston and Jose Rodriguez - check-out 9/15  
Candace Bednar and Laura Webb - check-out 9/16  
Miguel Morena – check-out 9/19<sup>16</sup>  
Brandon Boatman - check-out 9/22<sup>16</sup>

New reservations requested  
Gary Newhart – check-in 9/16 thru 9/26  
Harry Shah – check-in 9/17 thru 10/4  
**Pete Stevenson – check-in 9/18 thru 10/4**

Thanks so much. Take care.

Doretha A. Christian  
U.S. Environmental Protection Agency

Superfund Division, Enforcement Assessment Section  
1445 Ross Avenue (6SF-TE)  
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**From:** Margo Clements [<mailto:Margo.Clements3@Hilton.com>]  
**Sent:** Thursday, September 14, 2017 2:38 PM  
**To:** Christian, Doretha <[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)>  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Thank you Doretha.

I had not seen the email and was not told so I just wanted to respond to you..

Yes I was updated after I saw the email. Please let me know should you have any other changes or additions.

Thank you again Doretha.

Margo

**Margo Clements**  
**Director of Sales**  
**Hilton Garden Inn Houston-Clear Lake NASA**



750 W. Texas Ave Webster, TX 77598  
tel 281-332-6284 fax 281-332-6374  
Direct number: 281-557-3150  
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**From:** Christian, Doretha [<mailto:christian.doretha@epa.gov>]  
**Sent:** Thursday, September 14, 2017 2:20 PM  
**To:** Margo Clements  
**Cc:** Bokun, Lisa; R6HarveyLSC  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Margo,

Michele Reyna took care of it on yesterday and sent confirmation numbers. You were cc'd on the email.

Thanks.

Doretha A. Christian  
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**From:** Margo Clements [<mailto:Margo.Clements3@Hilton.com>]  
**Sent:** Thursday, September 14, 2017 12:59 PM  
**To:** Christian, Doretha <[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)>  
**Cc:** Bokun, Lisa <[Bokun.Lisa@epa.gov](mailto:Bokun.Lisa@epa.gov)>; R6HarveyLSC <[R6HarveyLSC@epa.gov](mailto:R6HarveyLSC@epa.gov)>  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Good morning Doretha.

I am so sorry I did not receive this in a timely manner. Just seeing this email.

I will make changes for you. And send confirmations.

Thank you.

Margo

**Margo Clements**  
**Director of Sales**  
**Hilton Garden Inn Houston-Clear Lake NASA**



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**From:** Christian, Doretha [<mailto:christian.doretha@epa.gov>]

**Sent:** Tuesday, September 12, 2017 6:47 PM

**To:** Margo Clements

**Cc:** Bokun, Lisa; R6HarveyLSC

**Subject:** RE: Confirmation Numbers for Guest Rooms

Hello Margo,

Please see the following requests.

3375580054 – 9/9/17 thru 9/17/17 – Melinda Luetke. After she check-out, a new reservation is requested for Mike Davis to check-in on 9/15 and check-out on 9/30. Please provide a confirmation number for him and let me know if there's an issue with this. There will be a 2-day overlap; but 2 others are currently scheduled to check-out on 9/15, but that may change. Please let me know.

3374505074 – 9/7/17 thru 9/15/17 – Bill Rhotenberry, extend check-out date to 9/22.

Thanks Margo, we'll talk soon.

Doretha A. Christian

U.S. Environmental Protection Agency

Superfund Division, Enforcement Assessment Section

1445 Ross Avenue (6SF-TE)

Dallas, Texas 75202-2733

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**From:** Margo Clements [<mailto:Margo.Clements3@Hilton.com>]

**Sent:** Friday, September 08, 2017 6:04 PM

**To:** Christian, Doretha <[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)>

**Subject:** RE: Confirmation Numbers for Guest Rooms

Hi Doretha, I will make changes and send to you.

Thank you.

Margo

**Margo Clements**  
**Director of Sales**  
**Hilton Garden Inn Houston-Clear Lake NASA**



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**From:** Christian, Doretha [<mailto:christian.doretha@epa.gov>]

**Sent:** Friday, September 08, 2017 5:39 PM

**To:** Margo Clements

**Cc:** R6HarveyLSC; Bokun, Lisa

**Subject:** RE: Confirmation Numbers for Guest Rooms

Margo,

3380578979 – 9/7/17 thru 9/25/17 – Eric Vanderboom will be checking out on 9/9. We need to request a reservation for Melinda Luetke to check-in on 9/9 and check-out on 9/17. Please provide a confirmation number and let me know if you have any questions.

Appreciate all your help.

Doretha A. Christian  
U.S. Environmental Protection Agency  
Superfund Division, Enforcement Assessment Section  
1445 Ross Avenue (6SF-TE)  
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**From:** Margo Clements [<mailto:Margo.Clements3@hilton.com>]  
**Sent:** Thursday, September 07, 2017 2:18 PM  
**To:** Christian, Doretha <[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)>  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Thank you so much Doretha.

It has been a pleasure working with you.

You might want to try our Home2 suites next door, 281-672-7200, or our Hampton Inn Bay Area around the corner, 281-672-7200.

If the Gentleman still needs eight (8) rooms as mentioned.

I know we will be opening up a little after tonight so stay in touch with me as well.

Thank you again.

Margo

**Margo Clements**  
**Director of Sales**  
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**From:** Christian, Doretha [<mailto:christian.doretha@epa.gov>]  
**Sent:** Thursday, September 07, 2017 10:57 AM  
**To:** Margo Clements  
**Cc:** R6HarveyLSC; Bokun, Lisa  
**Subject:** RE: Confirmation Numbers for Guest Rooms

Margo,

Thanks for your great assistance. Please see the guest names below for each of the 10 confirmation #'s. Call me at 214.665.9704 or 214.665.6734 if you have additional questions.

Doretha A. Christian  
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Superfund Division, Enforcement Assessment Section  
1445 Ross Avenue (6SF-TE)  
Dallas, Texas 75202-2733  
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214.665.6660 fax  
[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)



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**From:** Margo Clements [<mailto:Margo.Clements3@Hilton.com>]  
**Sent:** Wednesday, September 06, 2017 9:16 PM  
**To:** Christian, Doretha <[christian.doretha@epa.gov](mailto:christian.doretha@epa.gov)>  
**Subject:** FW: Confirmation Numbers for Guest Rooms

Doretta,

I will need the cc for guarantee and rooming list for tomorrow.

Thank you.

Margo

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**From:** Margo Clements  
**Sent:** Wednesday, September 06, 2017 7:44 PM  
**To:** 'christian.doretha@epa.gov'  
**Subject:** Confirmation Numbers for Guest Rooms

Doretha,

For your review. These are all King Rooms.

3374505074 – 9/7/17 thru 9/15/17 – Bill Rhotenberry

3376452021 – 9/7/17 thru 9/15/17 – Meaghan Bresnahan

3380541311 – 9/7/17 thru 9/15/17 – Robert Houston

3378873873 – 9/7/17 thru 9/17/17 – Jose Rodriguez

3378710896 – 9/7/17 thru 9/17/17 – Miguel Morena

3380071655 – 9/7/17 thru 9/20/17 – Candace Bednar

3380436159 – 9/7/17 thru 9/20/17 – Laura Webb

3380761672 – 9/7/17 thru 9/20/17 – Brandon Boatman

3374489725 – 9/7/17 thru 9/21/17 – Kevin Cashion

3380578979 – 9/7/17 thru 9/25/17 – Eric Vanderboom

Thank you. We look forward to having EPA as our Guest at the Hilton Garden Inn Houston/Clear Lake NASA.

Margo

**Margo Clements**

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